Invite users into the Dashboard

To invite new users to the Dashboard you should:

1. Login to the dashboard from [http://core.ac.uk/dashboard](http://core.ac.uk/dashboard)

2. Click on “My Account” top right hand side of the page

3. From the tabs click on “Manage Account”

4. Type in the new user email in the “Invite a new user” text box.

5. If you want the new user account to have administrative privileges in the repository check the box next to “Will the invited user be a repository administrator?  

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1 A repository administrator can edit the repository information, such as take down documents, request metadata updates, etc.